

United States Department of Agriculture



Natural Resources Conservation Service  
375 Jackson Street, Suite 600  
St. Paul, MN 55101-1854

Phone: (651) 602-7900  
FAX: (651) 602-7914

---

Transmitted via Email

February 15, 2005

MINNESOTA BULLETIN NO. 120-5-9

SUBJECT: ADS - VEHICLE MANAGEMENT - STATE OFFICE PARKING

Purpose. To remind employees on the policy for parking in the visitor parking lot.

Expiration Date. September 30, 2006.

Employees are reminded that if you visit the state office, you will only be allowed to park in the visitor's lot for two hours, provided space is available.

If you are here for more than two hours, the following parking ramps/facilities are within walking distance of the office:

- MN Mutual Ramp – enter from Jackson Street between 6<sup>th</sup> and 7<sup>th</sup> Street
- Galtier Plaza Ramp – enter from 5<sup>th</sup> Street between Jackson and Sibley Streets
- Jackson Ramp - enter on Jackson Street between 4<sup>th</sup> and 5<sup>th</sup> Streets

Upon entering the building, you must sign in at the east lobby guard desk. You must provide them with your name; who you are visiting; the make and model of your vehicle; and the purpose of your visit.

Contact Laurie Otte, Management Services Specialist, if you have any questions or concerns.

WILLIAM HUNT  
State Conservationist

DIST: AE